



MADISON COUNTY  
DEPARTMENT OF INSPECTIONS  
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### **WHEN A PERMIT IS REQUIRED**

Madison County, and all jurisdictions within the Commonwealth of Virginia, enforce the Virginia Uniform Statewide Building Code (USBC). The following information is provided to educate citizens when permits are required by the USBC. Please note that approvals by other review agencies (zoning, VDOT and Health Department) may be required even when permits are not required by the USBC.

#### **WHEN IS A PERMIT REQUIRED?**

An application shall be submitted to the code official for the following activities and these activities shall not commence without a permit being issued by the Inspections Department:

1. Construct, alter or enlarge a structure.
2. Construct an addition.
3. Demolish or move a structure.
4. Change the use of a structure either within the same use group or to a different use group when the new use requires a greater degree of structural strength, fire protection, exit facilities, ventilation or sanitary provisions.

5. Install or alter any equipment regulated by the USBC.
6. Remove or disturb any asbestos or lead-containing materials during demolition, alteration, renovation of or addition to structures.
7. Move a lot line which affects an existing structure's continued compliance with the building regulations under which it was built.
8. For emergency construction, alterations or equipment replacement, the permit application shall be submitted the next working day following such emergency.

Exceptions to Permit Requirements:

1. Installation of wiring and equipment which operates at less than 50 volts for network powered broadband communications systems or that is exempt under Section 102.3 (1) (wiring related to radio, broadcast or cable television, telecommunications or information service transmission under the ownership and control of the service provider or its affiliates and located on the public rights of way or private property for which the service provider has rights of occupancy and entry) provided the installation is not located in a plenum, penetrate fire rated or smoke protected construction or are a component of any of the following:
  1. Fire alarm or fire detection system
  2. Fire suppression system
  3. Smoke control system
  4. Fire protection supervisory system
  5. Elevator fire safety control system
  6. Fire damper
  7. Door control system
  8. Access or egress control system or delayed egress locking or latching system

2. Construction of detached utility sheds used as tool or storage sheds, playhouses, similar uses when accessory to all use groups except USE Group F or H and detached pre-fabricated buildings housing the equipment of exempted public utilities, provided such accessory structures and pre-fabricated buildings do not exceed 150 square feet.
3. Tents and air-supported structures that cover an area of 900 square feet (84m<sup>2</sup>) or less including all connecting areas or spaces with a common means of egress or entrance and with an occupant load of 50 or less persons.
4. Fences and privacy walls not part of a building, structure or of the barrier for a swimming pool, provided such fences and privacy walls do not exceed six feet in height above the finished grade.
5. Retaining walls supporting less than two feet of unbalanced fill. This exemption shall not apply to any wall impounding Class I, II, or III-A liquids or supporting a surcharge other than ordinary unbalanced backfill.
6. Swimming pools which are 150 square feet or less in surface area, 5,000 gallons or less in water capacity and 24 inches or less in depth. (Note: Pools must meet all three criteria to be exempt)
7. **Ordinary repairs** which include, but are not limited to, the following:
  - a. Replacement of mechanical or plumbing equipment and appliances, **except those fueled by gas or oil**, within the dwelling unit in occupancies of USE group R-2 which are four stories or less in height and in occupancies of USE groups R-3, R-4 and R-5 and provided that the equipment or appliance is of similar capacity and in the same location. **Note:** Changes to duct systems, plumbing supply, drain, waste and vent piping, electrical circuits, appliance vent systems and gas piping, other than re-connection to replacement equipment, appliances and fixtures, requires a permit.
  - b. Replacement of roof coverings and installation or replacement of siding on USE group R-3, R-4 and R-5 structures.
  - c. Installation of cabinets in all occupancies.
  - d. Replacement of floor coverings and porch flooring within the dwelling unit in occupancies of USE group R-2 which are four stories or less in height and in occupancies of USE group R-3, R-4, and R-5.

- e. Painting any portion of a structure, repair of plaster, interior tile and other wall coverings in all occupancies.
- f. Replacement of windows and doors – provided that there is no increase or decrease in opening size – in USE group R-2 which are four stories or less in height, and in occupancies of USE group R-3, R-4 and R-5.
- g. Replacement of electrical switches, outlets, light fixtures and ceiling fans, within the dwelling unit in occupancies of USE group R-2 which are four stories or less in height, and in occupancies of USE groups R-3, R-4 and R-5.
- h. Replacement of interior floor finish and covering materials.

**Ordinary repairs shall not** include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, fire protection (alarm or sprinkler) system, water supply, sewer, drainage, drain leader, gas, oil, soil, waste, vent or similar piping, electrical wiring or mechanical or other work affecting public health or general safety.

Work requiring a permit shall be performed only after obtaining the appropriate permit from the Madison County Inspections Department, County Administrative Building, 414 North Main Street, Madison, VA 22727. **Stop Work Orders** may be issued for any work begun before the required permits are issued. The State Board for Contractors may be notified whenever licensed or unlicensed contractors perform work without permits.